

**MILWAUKEE COUNTY
CIVIL SERVICE COMMISSION MEETING
Thursday, November 10, 2016 3:00 p.m.
Courthouse Room 212-B**

Minutes

ROLL CALL:

Present: Mary Ellen Powers, Maria Monteagudo, Janet Cleary, Dr. Karen Jackson, Dr. Elliott Moeser.

1. The Secretary to the Civil Service Commission requests the approval of the Civil Service Commission minutes from August 18, 2016.

Recommendation of the Department of Human Resources: Approve.

ACTION: Dr. Karen Jackson made a motion to approve the minutes as provided; it was seconded by Maria Monteagudo. Janet Cleary abstained.

Ayes – 4: Mary Ellen Powers, Maria Monteagudo, Dr. Elliott Moeser, and Dr. Karen Jackson.

Noes – 0

Abstaining – 1

2. The Secretary to the Civil Service Commission forwards the approved minutes of the Milwaukee County Personnel Review Board of August 16, August 26, August 30, September 13, September 27, October 11, and October 25, 2016.

Recommendation of the Department of Human Resources: Receive & Place on File.

ACTION: So ordered.

3. From the DAS Director, requesting to transfer the position of Director of Operations, Department of Administrative Services, from the classified to the unclassified service.

Recommendation of the Department of Human Resources: Approve.

Appearances: Steven Kreklow, Budget Director, Department of Administrative Services
Richard Ceschin, Secretary of the Civil Service Commission

ACTION: Janet Cleary made a motion to approve the transfer; it was seconded by Maria Monteagudo.

Ayes – 5: Mary Ellen Powers, Maria Monteagudo, Janet Cleary, Dr. Elliott Moeser, and Dr. Karen Jackson.

Noes – 0

4. From the DOT Director, requesting to transfer the position of Director of Administration, Department of Transportation,, from the classified to the unclassified service

Recommendation of the Department of Human Resources: Approve.

Appearances: Brian Dranzik, Director, Department of Transportation
Richard Ceschin, Secretary to the Civil Service Commission

ACTION: Maria Monteagudo made a motion to approve the transfer, it was seconded by Dr. Karen Jackson.

Ayes – 5: Mary Ellen Powers, Maria Monteagudo, Janet Cleary, Dr. Elliott Moeser, and Dr. Karen Jackson.

Noes – 0

5. From the Comptroller, requesting to transfer the position of Manager, Accounts Payable, Office of the Comptroller, from the classified to the unclassified service.

Recommendation of the Department of Human Resources: Approve.

Appearances: Scott Manske, Comptroller, Office of the Comptroller
Richard Ceschin, Secretary to the Civil Service Commission

ACTION: Maria Monteagudo made a motion to approve the transfer, it was seconded by Janet Cleary.

Ayes – 5: Mary Ellen Powers, Maria Monteagudo, Janet Cleary, Dr. Elliott Moeser, and Dr. Karen Jackson.

Noes – 0

6. From the Comptroller, requesting to transfer the position of Manager, Payroll, Office of the Comptroller, from the classified to the unclassified service.

Recommendation of the Department of Human Resources: Approve.

Appearances: Scott Manske, Comptroller, Office of the Comptroller
Richard Ceschin, Secretary to the Civil Service Commission

ACTION: Janet Cleary made a motion to approve the transfer, it was seconded by Maria Monteagudo.

Ayes – 5: Mary Ellen Powers, Maria Monteagudo, Janet Cleary, Dr. Elliott Moeser, and Dr. Karen Jackson.

Noes – 0

7. 2017 Meeting Schedule
- a. January 19, 2017
 - b. March 16, 2017
 - c. May 18, 2017
 - d. July 20, 2017

- e. September 21, 2017
- f. November 16, 2017

ACTION: The Commission chose January 26, 2017 to replace the January 19th date, and accepted the schedule as revised. The Commission also requested that the meetings from here on out permanently start at 3:00 p.m.

(Per section 19.85(1)(b) of the Wisconsin Statutes, the Civil Service Commission may convene into closed session to discuss item 8 and may reconvene into open session to take action on the items).

To Convene in Closed Session for Consideration of Item 8

ACTION: Dr. Karen Jackson made a motion to convene into closed session per section 19.85(1)(b) of the Wisconsin Statutes; it was seconded by Janet Cleary.

Ayes – 5: Mary Ellen Powers, Maria Monteagudo, Janet Cleary, Dr. Elliott Moeser, Dr. Karen Jackson.

Noes – 0

To Reconvene into Open Session

ACTION: Janet Cleary made a motion to reconvene into open session; it was seconded by Maria Monteagudo.

Ayes – 5: Mary Ellen Powers, Maria Monteagudo, Janet Cleary, Dr. Elliott Moeser, Dr. Karen Jackson.

Noes - 0

8. From the Civil Service Hearing Examiner submitting recommendations relating to employee suspensions and/or charges.

- a. **Robert Holmes, RN, BHD**
Hearing Examiner – Chuck Schumacher
Written Charges for Discharge, dated August 20, 2016

ACTION: The Commission acknowledged the resignation of Robert Holmes and close this case.

- b. **Melissa Metzger, Psychology Postdoctoral Fellow, BHD**
Hearing Examiner – Chuck Schumacher
Written Charges for Discharge, dated August 24, 2016

ACTION: The Commission acknowledged there was no jurisdiction in the matter of Melissa Metzger and close this case.

- c. **Stephen Henry, Admissions Representative, BHD**
Hearing Examiner – Chuck Schumacher
Written Charges for Discharge, dated September 28, 2016

ACTION: The Commission acknowledged the resignation of Stephen Henry and close this case.

**d. Assibi Berte, Certified Nursing Assistant I, BHD
Hearing Examiner – Chuck Schumacher
Written Charges for Discharge, dated September 1, 2016**

ACTION: Dr. Karen Jackson made a motion to accept the recommendation to sustain the charges for discharge; it was seconded by Maria Monteagudo.

Ayes – 5: Mary Ellen Powers, Maria Monteagudo, Janet Cleary, Dr. Elliott Moeser, Dr. Karen Jackson.

Noes – 0

Meeting Adjournment

ACTION: Maria Monteagudo made a motion to adjourn the meeting; it was seconded by Janet Cleary.

Ayes – 5: Mary Ellen Powers, Maria Monteagudo, Janet Cleary, Dr. Elliott Moeser, and Dr. Karen Jackson.

Noes – 0

Meeting adjourned at 4:20 p.m.

Approved by:

Rick Ceschin
Secretary to the Civil Service Commission

RC: sh
C: Personnel Review Board